

DDIS 68-5610

8 NOV 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Reporting of Federal Work Injuries

Freeman 16
1968

1. This memorandum suggests action on your part; such action is contained in paragraph 5.

2. On 11 January 1968 the Secretary of Labor requested each Federal agency employing 100 or more Federal civilian employees to submit a quarterly summarization of Federal civilian employee injuries. Included in this request were the number of disabling injuries, number of fatalities, and number of employees and man hours worked.

3. The information requested by the Secretary of Labor is now included in Title 29, Code of Federal Regulations, Chapter XIII as amended 9 October 1968 by Part 1510 entitled, "Safety and Health Provisions for Federal Agencies."

4. The Agency's Safety Officer informed the Executive Secretary, Federal Safety Council that certain of the requested information could not be disclosed in unclassified channels. The Executive Secretary has agreed to accept the Agency's disabling injury frequency rate in lieu of the requested information.

5. In compliance with reporting requirements of the above referenced Title 29, CFR, the attached letter citing the Agency's disabling injury frequency for the quarter ending 30 September 1968 has been prepared for your signature.

[Redacted Signature Box]

Howard J. Osborn
Director of Security

STAT

Att

SUBJECT: Reporting of Federal Work Injuries

Distribution:

Orig - Return to OS

2 - DD/S (Subject)

ATT

11/12/5 68.5611

15 NOV 1968

**The Secretary of Labor
Attn: Federal Safety Council
Washington, D. C. 20210**

Gentlemen:

Analyses of injuries incurred by employees of the Central Intelligence Agency during the quarter ending 30 September 1968 reveal a disabling injury frequency rate of 2.3.

This information is furnished in compliance with Title 29, CFR, Chapter XIII as amended by Part 1510 entitled, "Safety and Health Provisions for Federal Agencies."

Sincerely,

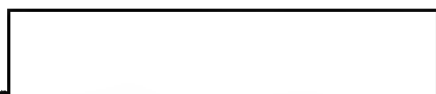
SIGNED R. L. Bannerman

**R. L. Bannerman
Deputy Director
for Support**

SUBJECT: Reporting of Federal Work Injuries

ORIGINATOR:

STAT



Howard J. Osborn
Director of Security

8 NOV 1968

Date

Distribution:

Orig & 1 - Adse

12 - DD/S *Subj.*

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Executive Register

68-4360/3

DD/S 68-5283

U.S. DEPARTMENT OF LABOR

OFFICE OF THE ASSISTANT SECRETARY

WASHINGTON

20210

OCT 18 1968

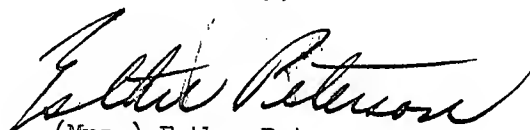
Honorable Richard Helms, Director
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Helms:

The plan for issuing Federal Safety Standards, as related in Secretary Wirtz' letter of October 3, 1968, has been accomplished. Enclosed is a copy of the Safety and Health Provisions for Federal agencies published in the October 15, 1968 issue of the Federal Register. We trust you will find this device useful in promoting accident prevention within your agency.

Prior to the end of the year, abstracts of many of the more widely used consensus standards will be published in booklet form. Agencies will be given the opportunity to order a supply of the publication during its initial printing.

Sincerely,



(Mrs.) Esther Peterson
Assistant Secretary

Enclosure

15284

RULES AND REGULATIONS

Title 29—LABOR

Chapter XIII—Bureau of Labor Standards, Department of Labor

PART 1510—SAFETY AND HEALTH PROVISIONS FOR FEDERAL AGENCIES

Under authority in section 33 of the Federal Employees' Compensation Act, as amended (5 U.S.C. 7902 (b)-(e)), 29 CFR Chapter XIII is amended by adding a new Part 1510 entitled "Safety and Health Provisions for Federal Agencies," to read as set out below.

The provisions of section 4 of the Administrative Procedure Act (5 U.S.C. 553) do not apply to these regulations, because they relate to agency management or personnel procedures exclusively. No good purpose would appear to be served by the public comment and delay there provided. Accordingly, these regulations are effective upon signature.

The new Part 1510 reads as follows:

- Sec.
1510.1 Purpose and scope.
1510.2 Reporting employee injuries and accidents.
1510.3 Safety and health standards.

AUTHORITY: The provisions of this Part 1510 issued under sec. 33(c), 39 Stat. 749, as amended, 5 U.S.C. 7902 (b)-(e).

§ 1510.1 Purpose and scope.

(a) Section 33 of the Federal Employees' Compensation Act, as amended (5 U.S.C. 7902(d)), requires that "The head of each agency shall develop and support organized safety promotion to reduce accidents and injuries among employees of his agency, encourage safe practices, and eliminate work hazards and health risks." The Federal Employees' Compensation Act (hereinafter referred to as the Act) also requires each agency to keep a record of injuries and accidents to its employees, and that each agency shall "make such statistical or other reports on such forms as the Secretary of Labor may prescribe by regulation." (5 U.S.C. 7902(e)) "Agency" is defined in the Act to mean "an agency in any branch of the Government of the United States, including an instrumentality wholly owned by the United States, and the government of the District of Columbia." This definition shall also serve to define the word "agency" wherever used in this part. (5 U.S.C. 7902 (a) (2)) The Act authorizes the Secretary of Labor to carry out a safety program covering the employment of each employee of every agency. The President, under the authority of the Act, has established by Executive Order No. 10990, the Federal Safety Council, which is composed of representatives of Government agencies, to serve as an advisory body to the Secretary of Labor in furtherance of the safety program to be carried out by the Secretary. (5 U.S.C. 7902(e) (1)) The Secretary has, after study and consultation with the Federal Safety Council de-

termined that there is a need for a uniform method of recording and reporting by each agency of all injuries and accidents to its civilian employees. On the basis of these reports a valid appraisal and evaluation can be made of the adequacy and effectiveness of the Federal safety effort.

(b) The Secretary of Labor has, after study of the accidents and injuries in the agencies on the basis of the information presently available to him, and after assessment of agency safety programs, and after consultation with the Federal Safety Council, determined that safety and health standards should be recommended for adoption by each agency head in developing and supporting the "organized safety promotion" within his agency in order to reduce the risk of accidents and injuries in employment to which the Act applies. The purpose of this part is to require of each agency a uniform method of recording and reporting civilian employee injuries and accidents and to advise the head of each agency concerning the safety and health standards which the Secretary of Labor recommends for his agency.

§ 1510.2 Reporting employee injuries and accidents.

(a) **Recording.** As a basis for the reports required by paragraph (b) of this section each agency shall use the USA Standard Z16.1-1967, American Standard Method of Recording and Measuring Work Injury Experience for the purpose of recording civilian employee injury experience. All sections of Z16.1 are to be applied except those pertaining to severity and severity rates, and to non-standard measures, which may be used optionally.

(b) **Reporting.** Each agency employing 100 or more civilian employees shall submit, in letter form, a quarterly summarization of civilian employee injuries and the number of hours worked by all of its civilian employees to the Secretary of Labor, Washington, D.C., Attention: Federal Safety Council. The letter report shall be submitted within 45 days following the end of each calendar quarter (no later than February 15, May 15, August 15, and November 15), and shall contain the following minimum information: (1) The number of disabling injuries, including fatalities; (2) the number of fatalities; and (3) the number of employees and number of hours worked in the reporting period by all of its civilian employees. Any agency so desiring may include in the letter report any other information deemed to be of interest for government-wide accident prevention purposes.

(c) **Other reports.** The recording and reporting of civilian employee injuries and accidents required in paragraphs (a) and (b) of this section does not supersede or change existing requirements for reporting accidents for other purposes, such as in-house agency re-

ports and those required for claims and injury compensation.

§ 1510.3 Safety and health standards.

The Secretary of Labor recommends that the head of each agency adopt and ensure compliance with the applicable standards, specifications, and codes developed and published by the U.S. Department of Labor, the National Bureau of Standards, the U.S. Public Health Service, the U.S. Civil Service Commission, the U.S. Department of Transportation, other agencies of the Government of the United States, and those of nationally recognized professional organizations.

(a) The nationally recognized professional organizations referred to in this section include:

(1) United States of America Standards Institute (American Standards Association).

(2) The National Fire Protection Association.

(3) The American Society of Mechanical Engineers.

(4) The American Society for Testing and Materials.

(b) Information as to the latest standards, specifications, and codes, applicable to a particular situation and the references in § 1510.2 is available at the Office of the Director, Bureau of Labor Standards, U.S. Department of Labor, 400 First Street NW., Washington, D.C. 20210, or at any of the Regional Offices of the Bureau of Labor Standards as follows:

(1) North Atlantic Region, 341 Ninth Avenue, Room 920, New York, N.Y. 10001 (Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont, New Jersey, and Puerto Rico).

(2) Middle Atlantic Region, 1110-B Federal Building Charles Center, 31 Hopkins Plaza, Baltimore, Md. 21201 (Delaware, District of Columbia, Maryland, North Carolina, Pennsylvania, Virginia, and West Virginia).

(3) South Atlantic Region, 1371 Peachtree Street NE., Suite 723, Atlanta, Ga. 30309 (Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee).

(4) Great Lakes Region, 848 Federal Office Building, 219 South Dearborn Street, Chicago, Ill. 60604 (Illinois, Indiana, Kentucky, Michigan, Minnesota, Ohio, and Wisconsin).

(5) Mid-Western Region, 1006 Federal Office Building, 911 Walnut Street, Kansas City, Mo. 64108 (Colorado, Idaho, Iowa, Kansas, Missouri, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming).

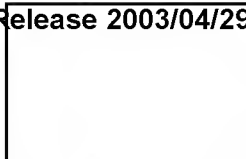
(6) Western Gulf Region, 411 North Akard Street, Room 601, Dallas, Tex. 75201 (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas).

(7) Pacific Region, 10353 Federal Building, 450 Golden Gate Avenue, Box 36017, San Francisco, Calif. 94102 (Alaska, Arizona, California, Hawaii, Nevada, Oregon, Washington, and Guam).

Signed at Washington, D.C., this 9th day of October 1968.

WILLARD WINTZ,
Secretary of Labor.

[F.R. Doc. 68-12500; Filed, Oct. 14, 1968; 8:49 a.m.]



RDU 1-14

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MR. BANNERMAN